
Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/Chief Administrator

*Cheryl Brooks Sullivan • Kim Brown • Daniel J. O'Connor, Jr.
John O'Grady • Maryellen O'Shaughnessy • Antone White • David R. Payne*

SPECIAL PUBLIC NOTICE

FRANKLIN COUNTY DATA BOARD

MONTHLY MEETING SCHEDULED FOR

MONDAY, MAY 02, 2022

Due to the circumstances of COVID-19 and wanting to ensure social distancing and being considerate to the safety of each member we will be hosting this month's meeting remotely. Please find below the information required to attend the Automatic Data Processing Board meeting on May 02, 2022, via Teams. This meeting will be recorded for public record, and all resolutions will still need to be signed by each member post meeting as required by law.

Adam Frumkin, CIO for the Franklin County Data Center is inviting you to a scheduled Teams meeting:

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 773-917-3504,,65049558#](#) United States, Chicago

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Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/Chief Administrator

*Cheryl Brooks Sullivan ♦ Kim Brown ♦ Daniel J. O'Connor, Jr
John O'Grady ♦ Maryellen O'Shaughnessy ♦ Antone White ♦ David R. Payne*

To: The Honorable Michael Stinziano, Secretary/Administrator
Franklin County Data Processing Board

From: Adam Frumkin, Chief Information Officer
Franklin County Data Center

Date: April 29, 2022

Subject: Agenda for the Monday, May 02, 2022, Data Processing Board Meeting

The proposed agenda for the Monday, May 02, 2022, meeting of the Franklin County Automatic Data Processing Board is attached for your review. The meeting will be held via Teams conference call. The invitation will be updated with the phone number and meeting ID.

The Board will reconvene in Regular Session at 9:00 A.M.
AN AGENDA WILL BE PROVIDED TO YOU AT THE MEETING.

Cc: The Honorable Cheryl Brooks Sullivan, Member, Franklin County Treasurer
The Honorable Kim Brown, Member, Franklin County Court of Common Pleas
The Honorable Daniel J. O'Connor Jr., Member, Franklin County Recorder
The Honorable John O'Grady, Member, Franklin County Board of Commissioners
The Honorable Maryellen O'Shaughnessy, Member, Franklin County Clerk of Courts
The Honorable Antone White, Member, Franklin County Board of Elections
Mr. David R. Payne, Member, Franklin County Board of Elections

Jo Ellen Cline, Delegate, Franklin County Auditor
Gary Dwyer, Delegate, Franklin County Auditor
Shawn Dunlavy, Delegate, Franklin County Auditor
Susan Bedsole, Delegate, Franklin County Common Pleas Court
Adam Luckhaupt, Delegate, Franklin County Clerk of Courts
Sharlene Chance, Delegate, Franklin County Clerk of Courts
Tammy Seelig, Delegate, Franklin County Clerk of Courts
Angela Mathews, Delegate, Franklin County Clerk of Courts
Zak Talarek, Delegate, Franklin County Board of Commissioners
Juan Torres, Delegate, Franklin County Board of Commissioners
C. Chris Cupples, Delegate, Franklin County Recorder
Robert Hinton, Delegate, Franklin County Recorder
Dusten Kohlhorst, Delegate, Franklin County Treasurer
Jim Holmes, Delegate, Franklin County Treasurer
Victoria Troy, Delegate, Franklin County Treasurer
Foni Picinane, Delegate, Franklin County Treasurer
Steven Bulen, Delegate, Franklin County Board of Elections
Erin M. Gibbons, Delegate, Franklin County Board of Elections

AGENDA-Automatic Data Processing Board Meeting, May 02, 2022

9:00 A.M. Convene in Regular Session

- **Call to Order**
- **Pledge of Allegiance**
- **Secretary's Comments**
- **Approve or amend the Minutes of April 04, 2022, Regular Data Board Meeting**
- **New Business**

-- **Resolution No. 22-043 Franklin County Technical Equipment Salvage**

-- **Resolution No. 22-044 Franklin County Sanitary Engineering – Master Service Agreement**

Motion to Hold an Executive Session for the purpose of discussing Personnel Matters

As authorized by O. R. C. Section 121.22, Division (G)(1)

- **Second the Motion to Hold an Executive Session**
Roll call vote (requires a majority of the quorum)

- **Move to Executive Session**

- **Executive Session**

-- Resolution No. 22-045 Personnel Action – Promotion – Enterprise Support Analyst 3, Team Lead

-- Resolution No. 22-046 Personnel Action – Promotion – Enterprise Support Analyst 3

-- Resolution No. 22-047 Personnel Action – Promotion – Enterprise Software Engineer 3

-- Resolution No. 22-048 Personnel Action – Promotion – Enterprise Software Engineer 1

-- Resolution No. 22-049 Personnel Action – Promotion – Enterprise Software Engineer 1

-- Resolution No. 22-050 Personnel Action – Promotion – Enterprise Software Engineer 1

-- Resolution No. 22-051 Personnel Action – Promotion – Enterprise UI/UX Designer 2

- **Motion to Adjourn the Executive Session**
Roll call vote (requires a majority of the quorum)

Reconvene in Special Session

- **Resolution No. 22-045 Personnel Action – Promotion – Enterprise Support Analyst 3, Team Lead**
- **Resolution No. 22-046 Personnel Action – Promotion – Enterprise Support Analyst 3**
- **Resolution No. 22-047 Personnel Action – Promotion – Enterprise Software Engineer 3**
- **Resolution No. 22-048 Personnel Action – Promotion – Enterprise Software Engineer 1**
- **Resolution No. 22-049 Personnel Action – Promotion – Enterprise Software Engineer 1**
- **Resolution No. 22-050 Personnel Action – Promotion – Enterprise Software Engineer 1**
- **Resolution No. 22-051 Personnel Action – Promotion – Enterprise UI/UX Designer 2**

Other Business

Adjourn

FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

Minutes of the April 04, 2022, Board Meeting

Date Approved: May 02, 2022

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

John A. Grady

John O'Grady, Member
Franklin County Commissioner

C. Chris Cupples

Daniel J. O'Connor Jr., Member
Franklin County Recorder

Dustin Kohlhorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of Elections

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FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

- - -

Regular Board Meeting

- - -

PROCEEDINGS via ZOOM

Called at 9:00 a.m., on Monday, April 4, 2022.

- - -

***Higgins & Associates
4889 Sinclair Road, Suite 102
Columbus, OH 43229-5433
*614.985.DEPO (3376) *888.244.1211***

1 **BOARD MEMBERS:**

2 **The Honorable Michael Stinziano, Franklin County**
3 **Auditor, Secretary/Administrator, FCADPB**

4 **The Honorable Maryellen O'Shaughnessy, Member,**
5 **Franklin County Clerk of Courts**

6 **The Honorable Antone White, Member, Franklin County**
7 **Board of Elections**

8 **Mr. David R. Payne, Member, Franklin County Board**
9 **of Elections**

10 **Ms. Susan Bedsole, Delegate, Franklin County Court**
11 **of Common Pleas**

12 **Mr. Juan Torres, Delegate, Franklin County Board of**
13 **Commissioners**

14 **Mr. C. Chris Cupples, Delegate, Franklin County**
15 **Recorder**

16 **Mr. Jim Holmes, Delegate, Franklin County Treasurer**

17 **ALSO PRESENT:**

18 **Mr. Adam Frumkin, FCDC Chief Information Officer**
19 **Ms. Julie Lust, Chief Financial Officer**

20 **Mr. John Proffitt, Deputy Chief, Chief Technology**
21 **Officer**

22 **Ms. Mary Ann Brooks, Executive Administrative**
23 **Assistant**

24 **Ms. Tasha Hyler, Chief Operations and**
25 **Communications Officer**

26 **Ms. Nikki Milburn, Chief Information Security**
27 **Officer**

28 **Ms. Jeanine Hummer, First Assistant Prosecuting**
29 **Attorney, Franklin County Prosecutor's Office**

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	AGENDA	
	- - -	
2	ITEM	PAGE
3	Call to Order	4
4	Secretary's Comments	8
5	Approval of Minutes	17
6	New Business	
7	Resolution 22-028	18
8	Resolution 22-029	19
9	Resolution 22-030	21
10	Resolution 22-031	23
11	Resolution 22-032	25
12	Resolution 22-033	26
13	Resolution 22-034	28
14	Resolution 22-035	29
15	Resolution 22-036	29
16	Resolution 22-037	29
17	Resolution 22-038	29
18	Resolution 22-039	29
19	Resolution 22-040	29
20	Resolution 22-041	29
21	Resolution 22-042	29
22	Other Business	39
23	Adjournment	41
24	- - -	
25		

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Monday Morning Session

April 4, 2022

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CALL TO ORDER

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SECRETARY STINZIANO: Good morning everyone. Welcome to the April 4, 2022 Automatic Data Processing Board meeting. We will now call the meeting to order.

I will see if Mr. Torres would not mind leading us in the Pledge of Allegiance.

(Pledge of Allegiance.)

SECRETARY STINZIANO: Thank you, Juan.

Good morning, Board Members, Delegates, Data Center Leadership Team, and those in attendance. I hope all is well, and another beautiful day in Franklin County. We have seen snow, we have seen rain, saw sun, but I appreciate everybody being in attendance. We are continuing to utilize the General Assembly's discretion that was provided to allow for public meetings to be virtual through the fiscal year for the state. We do need to have a proper record of who is in attendance, so please remember to unmute your

1 microphone when I call upon each data board member
2 or agency delegate. And we will begin there.

3 I'm Michael Stinziano, Franklin
4 County Auditor.

5 Judge Brown, Court of Common Pleas
6 here?

7 MS. BEDSOLE: Susan Bedsole in for
8 Judge Brown.

9 SECRETARY STINZIANO: Thank you,
10 Susan.

11 Clerk of Courts office?

12 CLERK O'SHAUGHNESSY: Maryellen
13 O'Shaughnessy and team here. Good morning.

14 SECRETARY STINZIANO: Thank you.
15 Board of Commissioners?

16 MR. TORRES: Juan Torres
17 representing the Board of Commissioners.

18 SECRETARY STINZIANO: Recorder's
19 office?

20 MR. CUPPLES: Chris Cupples. Hello
21 everybody.

22 SECRETARY STINZIANO: Treasurer's
23 office?

24 MR. HOLMES: Jim Holmes representing
25 the Treasurer's office.

1 SECRETARY STINZIANO: And the always
2 busy, yet very appreciated, Board of Elections
3 representatives.

4 DIRECTOR WHITE: Antone White here.

5 DEPUTY DIRECTOR PAYNE: David Payne
6 here.

7 SECRETARY STINZIANO: Thank you,
8 Director, Deputy Director. Appreciate everyone
9 being here.

10 We will now ask the Data Center to
11 please state who is in attendance starting with
12 Mr. Frumkin.

13 MR. FRUMKIN: Adam Frumkin, Data
14 Center CIO.

15 MS. HYLER: Good morning. Tasha
16 Hyler, Chief Communications and Operations Officer.

17 KARA CRUIKSHANK: Kara Cruikshank,
18 Business Services Relationship Manager.

19 MS. HALSELL: Michelle Halsell,
20 Financial Services Manager.

21 MS. MILBURN: Nikki Milburn, Chief
22 Operations Security Officer.

23 MR. PROFFITT: John Proffitt, Chief
24 Technology Officer.

25 MS. FRANZ: Kassy Franz, Director of

1 HR.

2 MS. LUST: Julie Lust, CFO.

3 MS. BROOKS: Mary Ann Brooks,
4 Executive Administrative Assistant.

5 MS. CALHOUN: London Calhoun,
6 Enterprise Project Manager.

7 MR. FRUMKIN: Melissa.

8 MR. CANSLER: Trevor Cansler,
9 Director of Enterprise IT.

10 MS. PEOPLES: Melissa Peoples,
11 Business Relationship Manager.

12 MR. FRUMKIN: We are good.

13 SECRETARY STINZIANO: Okay. Are
14 there any other representatives that would like to
15 announce themselves for purposes of the record?

16 The prosecutor's office?

17 MS. HUMMER: Good morning everyone.
18 Jeanine Hummer representing Gary Tyack from the
19 Franklin County Prosecutor's Office.

20 SECRETARY STINZIANO: Are there any
21 additional stakeholders, public or media persons
22 who would like to announce themselves for the
23 purposes of the meeting minutes?

24 Hearing none, thank you everyone for
25 being in attendance this morning. We will now

1 transition to Secretary comments, and I will turn
2 it back over to Mr. Frumkin.

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SECRETARY COMMENTS

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6 MR. FRUMKIN: Good morning. Welcome
7 Data Board members and delegates. And even though
8 it may not seem like spring as we went through this
9 weekend, we are hopeful. I hope that everyone is
10 staying safe and doing well as we continue to serve
11 the people and the businesses of Franklin County.

12 Today is the first day of National
13 Public Health Week. The first National Public
14 Health Week took place in April 1955, and was
15 organized by the American Public Health
16 Association. The day recognizes the long history
17 and achievements in public health. It also serves
18 to highlight critical issues that help people lead
19 healthier and happier lives. In attempting to
20 reach these goals, National Public Health Week
21 seeks to address the root cause of poor health,
22 disease, and lifestyles. It starts with
23 recognizing that healthcare is still a privilege
24 many cannot afford. Where people are born, their
25 neighbors, places of work, different lives and

1 backgrounds determine the quality of healthcare
2 access.

3 National Public Health Week is
4 committed to making health inclusive and equitable.
5 It hopes to foster decision-making that considers
6 the health of all communities, irrespective of
7 income, race or gender.

8 Deputy County Administrator Ken
9 Wilson also mentioned in his briefing update from
10 the Franklin County Public Health last week that
11 April is Minority Health Month. With April
12 focusing on being healthier, I would like to
13 acknowledge that the county provides its employees
14 great opportunities to live healthier lives with
15 the benefits plan they offer to each employee as we
16 also consider and continue to support the residents
17 of Franklin County.

18 The project management team has
19 managed several projects of varying size and
20 complexity through the last month. Notable
21 achievements of the Data Center for this reporting
22 period are:

23 The team closed two projects this
24 past last month: ADAMH Gateway project, Clerk of
25 Court Auto title portal and mobile app project.

1 As part of the Server Migration
2 project, also known as Hailstone, the team has
3 successfully migrated and decommissioned several
4 deprecated servers that continue to work through
5 with the PFM servers now.

6 The project team is actively working
7 on the State of the County website modifications
8 for 2022, and is on schedule to close this month.

9 The team also coordinated with the
10 Board of Elections stakeholders and completed the
11 testing of the ePulse system, which enables poll
12 pad check-ins for elections. Additionally, there
13 are several other projects in progress to support
14 upcoming elections.

15 The Data Center team is also
16 collaborating with stakeholders to support the
17 successful launch of Cafe Overlook.

18 Other significant projects that are
19 currently in progress:

20 Auditor Domain migration project;
21 Sheriff body-worn camera project;
22 The Nasuni Storage Migration
23 project;

24 The Auditor's RMS replacement with
25 the Tyler Solutions iasWorld;

1 Auditor laptop deployment project;
2 And support of the new jail build
3 and opening.

4 The security team completed a
5 week-long working session with new patching and
6 vulnerability solution to review implementation and
7 processes for any areas of improvement. Part of
8 the conversation was determining the next steps and
9 additional functionality that can be leveraged.

10 Completed assessment of endpoint
11 location administrator rights management options
12 and will also be reaching out to agencies to
13 discuss the needs and possibilities of any impacts.

14 Assisted in the final testing of the
15 Board of Elections poll pad solution, and began
16 scoping meetings with the Identity Management
17 solution provider to discuss the next steps in
18 moving toward automated account creation and
19 disablement.

20 With that, I would like to ask Nikki
21 Milburn to give a brief security update.

22 MS. MILBURN: Hello everyone. Real
23 quick this month, kind of urging people to let
24 their agencies know to complete the security
25 awareness training. It is still out there. We

1 have some agencies that have done really, really
2 well, and pretty much completed it, others are
3 still kind of lagging behind. If you need help and
4 want to take a look inside, there are
5 administrators in each of the agencies. So look
6 within the platform to see who hasn't taken it and
7 who has. If you have questions, you can reach out
8 to Michael Bowman on my team. He is the one that
9 administered the platform for us, and can walk
10 anyone through how to get in, what they are looking
11 for, if they have any issues getting in.

12 I will say, this kind of feeds into
13 the phishing e-mails that we do every month. We
14 launch a campaign. What we were seeing is we were
15 trending pretty well last year, throughout the year
16 until we hit December, and we seen a spike. Think
17 holidays, think after holidays spike, December,
18 January, February. We came back down in March. I
19 think the security awareness training will
20 definitely help folks be able to recognize those
21 phishing e-mails. So if we can kind of push people
22 in that direction, and also kind of make folks
23 aware that as we get closer to an election, you are
24 more likely to see a phishing e-mail related to
25 election security or something to do with

1 registering, so be on the lookout for those, as
2 well as tax ones. The tax ones that come out are
3 usually looking for sensitive information about a
4 person, asking for your Social, spoofing that they
5 are from the IRS. Definitely make people aware in
6 your agency. If you want help with a
7 communication, let me know, I will partner with
8 Tasha on how do we best communicate this to your
9 agency to be on the lookout for these.

10 Those are kind of the big things to
11 stress right now is be on the lookout for more
12 phishing e-mails during this time of year. That's
13 it.

14 Adam.

15 MR. FRUMKIN: Awesome. Thank you
16 very much, Nikki.

17 And now I would like to turn it over
18 to Julie Lust to provide our financial report.

19 MS. LUST: Thank you, Adam.

20 Expenses are in line when compared
21 to the budget where we expect to be this time of
22 year, with the exception of technology hardware.
23 While technology hardware is exceeding the 2022
24 budget, that expense is associated with the Data
25 Center assisting partner agencies with hardware

1 procurement. Since the pandemic began in 2020,
2 chip shortages and supply chain delays have
3 resulted in difficulty obtaining technology
4 hardware.

5 The Data Center worked closely with
6 our Franklin County minority-owned valued partner
7 and other trusted vendors to secure available
8 equipment. We reviewed partner agency budget plans
9 for statistics of the types and ages of devices on
10 our network, and studied trends to anticipate
11 partner needs and inventory those items. These
12 actions have resulted in our ability to deploy
13 devices within hours instead of the current two to
14 six-month lead time that are common in our
15 industry. It has also resulted in greater
16 conformity of devices and lower procurement and
17 deployment costs.

18 Working closely with OMB, the Data
19 Center is billing back our partner agencies for the
20 equipment to offset the expenses currently
21 indicated as exceeding budget.

22 The Data Center has also continued
23 to work to secure better service contracts where
24 possible. This month the Data Center worked with
25 Momentus, which owns Survey Monkey, to procure an

1 enterprise version of the software, providing
2 efficient management of the platform and greater
3 increased security. Negotiations resulted in a 22%
4 price reduction and guaranteed price caps for the
5 next five years.

6 The Data Center also renegotiated
7 the DocuSign electronic signature costs resulting
8 in a 60% cost savings. We have been pleased with
9 the efficiencies the software has brought through
10 use cases at Job and Family Services, Public
11 Health, Child Support Enforcement, Economic
12 Development and Planning, Community Partnership,
13 the Prosecuting Attorney, Data Center, and the
14 Board of Commissioners. With the assistance of the
15 customer success manager assigned to Franklin
16 County, we are well poised to assist other agencies
17 with use cases in 2022.

18 Also today, we have for the Board,
19 the Franklin County Data Center's 2021 annual
20 report. We will send that out to all team members
21 as well as the Board of Commissioners later today.

22 Pending any questions, this does
23 complete the financial update.

24 MR. FRUMKIN: Thank you, Julie.

25 Before I pass it back, Susan would

1 you like to make your introduction of your new IT
2 person?

3 MS. BEDSOLE: Absolutely. Thank you
4 so much, Adam.

5 It is with my great, great pleasure,
6 I introduce Christopher Scott as the General
7 Division's new IT Director. I will be passing the
8 torch to him as delegate starting next month. He
9 comes to us from Laurel Healthcare. We are so
10 excited to have all of the experience and knowledge
11 that he will bring to our court. So I wanted
12 everybody to put a face with the name, even though
13 it says my name under his picture, just to make
14 sure that everybody can at least recognize him,
15 tell him welcome. And, like I said, I, for one, am
16 incredibly excited to pass all of those
17 responsibilities on to Chris.

18 Thank you so much, Adam.

19 MR. FRUMKIN: Welcome, Chris. Good
20 to see you again, and we will be talking to you
21 soon.

22 So Barring any questions or comments
23 from anyone, I will refer back to Auditor Stinziano
24 and wish to thank each of you for your continued
25 support of our Data Center.

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(Vote taken; motion passed)

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NEW BUSINESS

RESOLUTION NO. 22-028

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SECRETARY STINZIANO: We will now move to New Business. First is Resolution 22-028, Franklin County Technical Equipment Salvage.

MS. LUST: Thank you.

Julie Lust, Franklin County Data Center.

When agencies request that we dispose of equipment, we go through each item, and if any item can be utilized anywhere in the county we do so. The items on this list are items that the Data Center has deemed to have reached end-of-life and should be disposed of.

Pending any questions, we do request your approval of this resolution.

SECRETARY STINZIANO: Thank you for the presentation.

Are there any questions or comments? Hearing none, is there a motion for approval?

CLERK O'SHAUGHNESSY: I so move,

1 O'Shaughnessy.

2 MR. CUPPLES: Recorder's office,
3 second.

4 SECRETARY STINZIANO: We will give
5 the Recorder's office the second.

6 It's been moved and seconded all
7 those in favor, please signify by voting aye.

8 Same sign for any opposition.

9 And any abstention.

10 Thank you. The resolution is
11 approved.

12 (Vote taken; motion passed)

13 - - -

14 RESOLUTION NO. 22-029

15 - - -

16 SECRETARY STINZIANO: Next is
17 Resolution 22-029, Franklin County Data Center,
18 Intellivue to IntelliCloud Upgrade and
19 Implementation of eForms.

20 MS. CALHOUN: Good morning. My name
21 is London Calhoun. And I am a Project Manager for
22 the Franklin County Data Center. And today I am
23 seeking approval for the Intellivue upgrade to
24 IntelliCloud and the implementation of eForms for
25 the Franklin County Treasurer using the new

1 capabilities within this new platform. This cost
2 includes professional services for Intellinetics,
3 who has been a trusted partner in Franklin County
4 for many years. They've provided software licenses
5 and FCDC resources to work with Intellinetics for
6 this implementation.

7 Pending any questions, I ask for
8 approval for this resolution.

9 SECRETARY STINZIANO: Thank you for
10 the presentation.

11 Are there any questions or comments?
12 Hearing none, is there a motion for
13 approval?

14 CLERK O'SHAUGHNESSY: I so move,
15 O'Shaughnessy.

16 DIRECTOR WHITE: Second, Antone
17 White.

18 SECRETARY STINZIANO: Thank you,
19 Director.

20 It's been moved and seconded. All
21 those in favor, please signify by voting aye.

22 Same sign for any opposition.

23 And any abstentions.

24 MR. HOLMES: Treasurer's office.

25 SECRETARY STINZIANO: Is abstaining?

1 MS. HOLMES: Abstaining, yes.

2 SECRETARY STINZIANO: Thank you,
3 Mr. Holmes.

4 Resolution is approved with that
5 noted abstention.

6 (Vote taken; motion passed)

7 - - -

8 RESOLUTION NO. 22-030

9 - - -

10 SECRETARY STINZIANO: Next is
11 Resolution 22-030, Franklin County Clerk of Courts,
12 Intellinetics Contract, New CMS Migration Support.

13 MR. LUCKHAUPT: Good morning,
14 Members of the Data Board. Adam Luckhaupt,
15 Director of Technology, CIO, on behalf of Clerk of
16 Courts Maryellen O'Shaughnessy, and the eGovernance
17 board.

18 This resolution authorizes an
19 agreement with Intellinetics, Inc. to analyze our
20 current document management environment and create
21 software that will combine continued page files
22 into multiple page pdf files before they are
23 imported into the new CourtCase management system.
24 This will occur before each of the three go-live
25 phases of the new CMS implementation and will be

1 working closely with the Data Center on execution
2 of this project, since the Data Center maintains
3 the management system.

4 Pending any questions, I request
5 approval of this resolution.

6 SECRETARY STINZIANO: Thank you,
7 Adam.

8 Are there any questions or comments
9 from members of the Board?

10 Hearing none, I will seek a motion
11 for approval.

12 DIRECTOR WHITE: So moved, Antone
13 White.

14 SECRETARY STINZIANO: Is there a
15 second?

16 MR. HOLMES: Second.

17 SECRETARY STINZIANO: Okay, Mr.
18 Holmes.

19 It's been moved and seconded that
20 22-030 be approved. All those in favor, please
21 signify by voting aye.

22 Same sign for any opposition.

23 And any abstention.

24 CLERK O'SHAUGHNESSY: O'Shaughnessy
25 abstains.

1 SECRETARY STINZIANO: Thank you,
2 Ma'am Clerk.

3 With that abstention, the resolution
4 is approved.

5 (Vote taken; motion passed)

6 - - -

7 RESOLUTION NO. 22-031

8 - - -

9 SECRETARY STINZIANO: Next is
10 Resolution 22-031, Franklin County Clerk of Courts,
11 Quicket Integration for the new CMS.

12 MR. LUCKHAUPT: Good morning,
13 Members of the Board.

14 This resolution authorizes the SaaS
15 agreement and a statement of work with Quicket
16 Solutions, Inc. for the hosting and development of
17 cloud-based secure real-time integrations for the
18 new CourtCase management system, and the existing
19 justice system throughout the county. These
20 agreements will create integrations with assistance
21 from the Prosecutor's Office, Sheriff's Office,
22 Public Defender and encourage both the Adult
23 Probation System and the Juvenile Justice
24 Information System, City Attorney's office, and
25 Document Imaging Center. Task fees will not begin

1 until the work defined in the statement of work is
2 complete.

3 Pending any questions, I request
4 your approval of this resolution.

5 SECRETARY STINZIANO: Thank you for
6 the presentation.

7 Are there any comments or questions?
8 Hearing none, is there a motion for
9 approval?

10 DIRECTOR WHITE: So moved, Antone
11 White.

12 MR. CUPPLES: Recorder's office,
13 second.

14 SECRETARY STINZIANO: Thank you.

15 It's been moved and seconded. All
16 those in favor, please signify by voting aye.

17 Same sign for any opposition.

18 And any abstentions.

19 CLERK O'SHAUGHNESSY: O'Shaughnessy,
20 abstains.

21 SECRETARY STINZIANO: Thank you,
22 Ma'am Clerk.

23 Resolution is approved.

24 (Vote taken; motion passed)

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RESOLUTION NO. 22-032

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SECRETARY STINZIANO: Next is Resolution 22-032, Franklin County Treasurer's MAPSYS, Inc. Supplement Contract.

MR. HOLMES: Good morning. My name is Jim Holmes, and I am the Director of Data Analytics for the Treasurer's office. I'm requesting the approval of the six-month supplemental Mapsys support contract. This is a support contract for the Treasurer's core enterprise application that tracks all parcels within Franklin County down to the transactional level.

Barring any questions, I request your approval of this resolution. Thank you.

SECRETARY STINZIANO: Thank you, Mr. Holmes, for the presentation.

Are there any questions or comments?

Hearing no further review, I would like to seek a motion for approval.

CLERK O'SHAUGHNESSY: I so move, O'Shaughnessy.

DIRECTOR WHITE: Second, Antone White.

1 SECRETARY STINZIANO: Thank you,
2 Director.

3 It's been moved and seconded. All
4 those in favor, please signify by voting aye.

5 Same sign for any opposition.

6 And any abstention.

7 MR. HOLMES: Treasurer's office
8 abstains.

9 SECRETARY STINZIANO: Thank you,
10 Mr. Holmes.

11 The resolution is approved.

12 (Vote taken; motion passed)

13 - - -

14 RESOLUTION NO. 22-033

15 - - -

16 SECRETARY STINZIANO: Next is
17 Resolution 22-033, Franklin County Economic
18 Development and Planning Master Service Agreement.

19 MS. CRUIKSHANK: Good morning. I am
20 Kara Cruikshank, Franklin County Data Center.

21 I seek approval for a Master Service
22 Agreement between Franklin County Economic
23 Development and Planning and the Franklin County
24 Data Center. FCDC is excited to continue to
25 partner with this agency as they endeavor to

1 improve the user experience for both their staff
2 and clients through SharePoint and DocuSign.
3 Compared to previous agreements, there are no
4 significant changes.

5 Pending any questions, I seek your
6 approval of this resolution.

7 SECRETARY STINZIANO: Thank you for
8 the presentation.

9 Are there any questions or comments?

10 Hearing no further review, I would
11 like to seek a motion for approval.

12 CLERK O'SHAUGHNESSY: I so move,
13 O'Shaughnessy.

14 DIRECTOR WHITE: Second.

15 SECRETARY STINZIANO: Thank you,
16 Director White.

17 It's been moved and seconded. All
18 those in favor, please signify by voting aye.

19 Same sign for any opposition.

20 And any abstention.

21 MR. TORRES: The Board of
22 Commissioners abstains.

23 SECRETARY STINZIANO: Thank you,
24 Juan, for noting that abstention.

25 Resolution is approved.

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(Vote taken; motion passed)

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RESOLUTION NO. 22-034

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SECRETARY STINZIANO: Next is Resolution 22-034, Franklin County Justice Policy Programs/Court-Appointed Special Advocates Master Service Agreement.

MS. CRUIKSHANK: This resolution is for a Master Service Agreement between the Franklin County Justice Policy Programs/Court-Appointed Special Advocates and the Data Center. This partner is working to implement hands-on, grant-funded programs that add real value to our community. The FCDC is proud to be able to support them throughout their efforts. This agreement is on par with past agreements.

If there are no questions, I ask for your approval of this resolution.

SECRETARY STINZIANO: Thank you for the presentation.

Are there any questions or comments?

Hearing no further review, I would like to seek a motion for approval.

CLERK O'SHAUGHNESSY: I so move,

1 O'Shaughnessy.

2 DIRECTOR WHITE: Second, Antone
3 White.

4 SECRETARY STINZIANO: Thanks,
5 Director.

6 It's been moved and seconded. All
7 those in favor, please signify by voting aye.

8 Same sign for any opposition.

9 And any abstention.

10 MR. TORRES: Board of Commissioners
11 abstains.

12 SECRETARY STINZIANO: Thank you,
13 Juan, for noting the abstention.

14 Resolution is approved.

15 (Vote taken; motion passed)

16 - - -

17 RESOLUTION NOS. 22-035; 22-036; 22-037; 22-038;
18 22-039; 22-040; 22-041; 22-042

19 - - -

20 SECRETARY STINZIANO: We will now
21 move to eight personnel actions. As always, let's
22 go to the board members, if there's any desire to
23 move into executive session.

24 Seeing no desire, and a quiet
25 shaking of the head from the Clerk, we will now

1 have Kassy present all eight, and then we will take
2 action on each after the presentation.

3 Great to see you virtually, Kassy.
4 Welcome back. Just wasn't the same.

5 MS. FRANZ: I was just going to say
6 good morning. I missed everyone. Now you get to
7 listen to me go through eight personnel resolutions
8 to seek your approval on this morning.

9 I will start with Resolution No.
10 22-035, this is for a promotion for Michelle
11 Halsell for Director of Enterprise Financial
12 Services. Michelle is a proven leader, who has
13 earned the respect of her team for her ability to
14 meet deadlines and produce consistent work. On top
15 of that, she is known as the SME here at the Data
16 Center for Munis and technology budgets, which I'm
17 sure everyone has worked with Michelle on.

18 The next resolution we are seeking
19 your approval for is Resolution 22-036. This is
20 for a promotion for Kara Cruikshank to Enterprise
21 Business Service Manager. Kara has been with the
22 Data Center and the Business Services Team for not
23 that long, but with her proven leadership skills,
24 her ability to build relationships of our partner
25 agencies, she has just been a rock star on the team

1 and we are excited to take her to the next level.

2 The next resolution we are seeking
3 approval for is Resolution No. 22-037. This is for
4 a promotion for Melissa Peoples to Enterprise
5 Business Relationship Manager 3. Melissa joined
6 the Business Services Team a little over a year ago
7 now. Since joining the team, she has built strong
8 relationships with her partner agencies that she's
9 supporting. Furthermore, she recently received a
10 certification, and we are just eager to see Melissa
11 grow at the Data Center.

12 We are also seeking approval for
13 Resolution No. 22-038. This is for a promotion for
14 David Jones to the Enterprise Server Engineering
15 Manager. Dave recently joined our team, and we
16 have been seeking a manager to better support
17 Trevor and our Enterprise IT team. You know, we
18 went out, we were seeking for a manager outside of
19 the organization, and it just kept coming back Dave
20 is our man. I mean, he has come on, and he has
21 been able to support the team. He's been a manager
22 before, and we are just really excited to give
23 Trevor and that Enterprise team the help they need
24 for this position.

25 We are seeking approval for

1 Resolution No. 22-039. This is a promotion for
2 Thomas Phoung to the Enterprise Infrastructure
3 Engineer 2. Thomas has been with the Data Center
4 for over 20 years now. He has proven to be that
5 stable, dedicated engineer on the team, he's been
6 leading projects which really, you know, proves
7 that he's ready for that next step from a 1 to a 2
8 level. We are really excited to give this to
9 Thomas.

10 The next resolution we are seeking
11 approval for is 22-040. This is for a promotion
12 for Lucinda Jones to the Enterprise Infrastructure
13 Engineer Level 3. She is the technical SME, rock
14 star on the team. She has been holding down the
15 fort when we were single-threaded down there. And
16 without her, I think we would have had some major
17 issues. And so this, with her dedication to what
18 she brings to the table and just what we look
19 forward to her continuing to do at the Data Center,
20 we are excited to promotion her to Level 3.

21 The next resolution we are seeking
22 your approval for is Resolution No. 22-041. This
23 is for a new hire for an Enterprise Security
24 Business Process Engineer 2. Her name is Audrey
25 Prokop. She's joining Nikki's team on Enterprise

1 Security Team. She will be coming from Grange,
2 where she is currently a Personal Lines Production
3 Specialist 2. Her main focus is process
4 improvement, vendor management, and really building
5 those relationships. We are excited to see what
6 she can bring to the table. She has a dynamic
7 personality. We are just very excited to have her
8 join us.

9 And then the last resolution I'm
10 seeking approval for is Resolution 22-042. This is
11 also a new hire for an Enterprise Business
12 Relationship Manager 2. His name is Sean
13 O'Donnell. So he will be joining Tasha's team as
14 their service -- as their footprint has grown, and
15 those relationships have become so important with
16 our partner agencies, we need another business
17 services manager to be our best support for those
18 relationships, and Shawn is it. He is very eager
19 to join the team. He comes from an IT background,
20 and he's also a trainer. So those IT jobs mixed
21 with the training and being able to talk to
22 everyone, we know will be a great fit for that
23 team.

24 So without further ado, we are
25 seeking your approval for all of those resolutions.

1 Thank you so much.

2 SECRETARY STINZIANO: Thank you for
3 the presentations.

4 We will begin with personnel
5 Resolution 22-035, Promotion, Director Enterprise
6 Financial Services. Are there any questions or
7 comments from members of the Board?

8 Hearing none, is there a motion for
9 approval?

10 CLERK O'SHAUGHNESSY: I so move,
11 O'Shaughnessy.

12 MR. CUPPLES: Second.

13 SECRETARY STINZIANO: The Clerk made
14 the motion, and Mr. Cupples with the second. It's
15 been moved and seconded, all those in favor, please
16 signify by voting aye.

17 Same sign for any opposition.

18 And any abstentions.

19 Resolution is approved.

20 (Vote taken; motion passed)

21 SECRETARY STINZIANO: Next is
22 personnel Resolution 22-036, another promotion
23 Enterprise Service Manager. Are there any
24 questions or comments from the presentation?

25 Hearing no further review, I would

1 like to seek a motion for approval.

2 MR. HOLMES: I so move.

3 CLERK O'SHAUGHNESSY: I second,
4 O'Shaughnessy.

5 SECRETARY STINZIANO: Thank you
6 both.

7 It's been moved and seconded. All
8 those in favor, please signify by voting aye.

9 Same sign for any opposition.

10 And any abstentions.

11 Resolution is approved.

12 (Vote taken; motion passed)

13 SECRETARY STINZIANO: Next is
14 personnel Resolution 22-037, Promotion, Enterprise
15 Business Relationship Manager 3. Any questions or
16 comments from the presentation?

17 Hearing no further review, I would
18 like to seek a motion for approval.

19 CLERK O'SHAUGHNESSY: I so move,
20 O'Shaughnessy.

21 MR. CUPPLES: Second, Recorder.

22 SECRETARY STINZIANO: It's been
23 moved and seconded. All those in favor, please
24 signify by voting aye.

25 Same sign for any opposition.

1 And any abstentions.

2 Resolution is approved.

3 (Vote taken; motion passed)

4 SECRETARY STINZIANO: Next is
5 personnel Resolution 22-038, Promotion, Enterprise
6 Server Engineering Manager. Are there any
7 questions or comments?

8 Hearing no further review, I would
9 like to seek a motion for approval.

10 CLERK O'SHAUGHNESSY: I so move,
11 O'Shaughnessy.

12 MR. HOLMES: Jim Holmes, second.

13 SECRETARY STINZIANO: Thank you
14 both.

15 It's been moved and seconded, all
16 those in favor, please signify by voting aye.

17 Same sign for any opposition.

18 And any abstentions.

19 Resolution is approved.

20 (Vote taken; motion passed)

21 SECRETARY STINZIANO: Next is
22 personnel Resolution 22-039, Promotion, Enterprise
23 Infrastructure Engineer 2. Are there any questions
24 or comments from the presentation?

25 Hearing no further review, I would

1 like to seek a motion for approval.

2 CLERK O'SHAUGHNESSY: I so move,
3 O'Shaughnessy.

4 MR. CUPPLES: Second, Recorder.

5 Thank you. It's been moved and
6 seconded. All those in favor, please signify by
7 voting aye.

8 Same sign for any opposition.

9 And any abstentions.

10 Resolution is approved.

11 (Vote taken; motion passed)

12 SECRETARY STINZIANO: Next is
13 personnel Resolution 22-040, Promotion, Enterprise
14 Infrastructure Engineer 3. Any questions or
15 comments?

16 Hearing no further review, I would
17 like to seek a motion for approval.

18 CLERK O'SHAUGHNESSY: I so move,
19 O'Shaughnessy.

20 DIRECTOR WHITE: Second, Antone
21 White.

22 SECRETARY STINZIANO: Thank you,
23 Director White, for the second.

24 It's been moved and seconded. All
25 those in favor, please signify by voting aye.

1 Same sign for any opposition.

2 And any abstentions.

3 Resolution is approved.

4 (Vote taken; motion passed)

5 SECRETARY STINZIANO: Next is
6 personnel Resolution 22-041, New Hire, Enterprise
7 Security Business Process Engineer 2. Are there
8 any questions or comments from the presentation?

9 Hearing none, I would like to seek a
10 motion for approval.

11 CLERK O'SHAUGHNESSY: I so move,
12 O'Shaughnessy.

13 DIRECTOR WHITE: Second, Antone
14 White.

15 SECRETARY STINZIANO: It's been
16 moved and seconded. All those in favor, please
17 signify by voting aye.

18 Same sign for any opposition.

19 And any abstentions.

20 Resolution is approved.

21 (Vote taken; motion passed)

22 SECRETARY STINZIANO: And our last
23 Resolution 22-042, New Hire, Enterprise Business
24 Relationship Manager 2. Are there any questions or
25 comments?

1 Hearing no further review from the
2 Board, I would like to seek a motion for approval.

3 CLERK O'SHAUGHNESSY: I so move,
4 O'Shaughnessy.

5 DIRECTOR WHITE: I second, Antone
6 White.

7 SECRETARY STINZIANO: Thank you,
8 Director White.

9 It's been moved and seconded. All
10 those in favor, please signify by voting aye.

11 Same sign for any opposition.

12 And any abstentions.

13 (Vote taken; motion passed)

14 SECRETARY STINZIANO: Thank you all.
15 Kassy, we got them all?

16 MS. FRANZ: You did. Thank you
17 everyone very much.

18 SECRETARY STINZIANO: All right.
19 Thank you and welcome back.

20 That concludes today's resolutions.

21 - - -

22 OTHER BUSINESS

23 - - -

24 SECRETARY STINZIANO: I will see if
25 there's any other business from any Members of the

1 Board. We will start with Clerk of Common Pleas.

2 MS. BEDSOLE: Nothing from Common
3 Pleas.

4 SECRETARY STINZIANO: Clerk
5 O'Shaughnessy.

6 CLERK O'SHAUGHNESSY: Happy spring.

7 SECRETARY STINZIANO: From the Board
8 of Commissioners?

9 MR. TORRES: No, thank you.

10 SECRETARY STINZIANO: Recorder's
11 office?

12 MR. TORRES: I just want to comment
13 how fancy Adam and his staff look there all formal
14 at their table. Happy spring. It's Masters week,
15 go golf.

16 SECRETARY STINZIANO: Treasurer's
17 office?

18 MR. HOLMES: None, thank you.

19 SECRETARY STINZIANO: And any
20 updates from our friends at the Board of Elections?

21 DIRECTOR WHITE: It's a good time to
22 remind everybody we have an election on May 3rd.
23 Early vote starts tomorrow, 8:00 a.m. So we will
24 see everybody up here for early vote for the May
25 Primary.

1 SECRETARY STINZIANO: Do you want to
2 make a plug for poll workers?

3 DIRECTOR WHITE: We always need poll
4 workers. And county employees get paid, if your
5 agency has that policy, your employees do get paid
6 for the day, as well as from the agency; so
7 definitely need poll workers and bring a friend,
8 please.

9 SECRETARY STINZIANO: Thank you,
10 Director.

11 Hearing nothing else from members of
12 the Board we will adjourn. Thank you everyone for
13 your time. Hope you have a wonderful, and it will
14 be a wet week, hopefully that will lead to flowers
15 on the back end.

16 Hope everyone has a great week.

17 - - -

18 Thereupon, the proceeding concluded at
19 approximately 9:34 a.m.

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C E R T I F I C A T E

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THE STATE OF OHIO:

SS:

COUNTY OF FRANKLIN:

I, Angela S. Moore, a Professional Reporter and Notary Public in and for the State of Ohio, do hereby certify that the foregoing is a true, correct, and complete written transcript of the proceedings in this matter;

That the foregoing was taken by me stenographically and transcribed by me with computer-aided transcription;

That the foregoing occurred at the aforementioned time and place;

That I am not an attorney for or relative of either party and have no interest whatsoever in the event of this litigation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of office at Columbus, Ohio, this 27th day of April, 2022.

/s/Angela S. Moore
Notary Public, State of Ohio

My Commission Expires: February 28, 2026.

- - -

C E R T I F I C A T E

- - -

THE STATE OF OHIO:

SS:

COUNTY OF FRANKLIN:

I, Angela S. Moore, a Professional Reporter and Notary Public in and for the State of Ohio, do hereby certify that the foregoing is a true, correct, and complete written transcript of the proceedings in this matter;

That the foregoing was taken by me stenographically and transcribed by me with computer-aided transcription;

That the foregoing occurred at the aforementioned time and place;

That I am not an attorney for or relative of either party and have no interest whatsoever in the event of this litigation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of office at Columbus, Ohio, this 27th day of April, 2022.

Angela S. Moore



/s/Angela S. Moore
Notary Public, State of Ohio

My Commission Expires: February 28, 2026.

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RESOLUTION NO. 22-043

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
TECHNOLOGY EQUIPMENT SALVAGE**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

John O'Grady

John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

C. Chris Cupples

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Dustin Kullhorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-043

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
TECHNOLOGY EQUIPMENT SALVAGE**

WHEREAS, it has been determined that certain County technology equipment is obsolete and unfit for Franklin County use; and,

WHEREAS, the Franklin County Data Center Chief Information Officer recommends this equipment be declared surplus for the purpose of public sale or disposal; and,

WHEREAS, a list of the equipment is attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board recommends the Franklin County Board of County Commissioners, in accordance with Ohio Revised Code Section 307.12, that the equipment be placed for public sale or disposal, the technology equipment specified in the attached list.



Franklin County Automatic Data Processing Board
 Technical Equipment Salvage Resolution
 Resolution #: 22-043
 Date: 5/02/2022

Agency	Description	Number of Units
Animal Control & Care	Desktop PC	3
Animal Control & Care	Monitor	2
Auditor	Printer	2
Data Center	Desktop PC	4
Data Center	Monitor	5
Domestic Relations & Juvenile Court	Monitor	44
Domestic Relations & Juvenile Court	Printer	16
Domestic Relations & Juvenile Court	Projector	1
Job & Family Services	Monitor	239
Job & Family Services	Printer	6
Job & Family Services	Scanner	26
Prosecuting Attorney	Laptop PC	4
Prosecuting Attorney	Monitor	6
Prosecuting Attorney	Printer	1
Prosecuting Attorney	Projector	1
Prosecuting Attorney	Scanner	2

RESOLUTION NO. 22-044

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY TREASURER
TECHNOLOGY MASTER SERVICE AGREEMENT
FRANKLIN COUNTY SANITARY ENGINEERING**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Abstained

John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

C. Chris Cupples

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Dustin Kolthorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-044

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
TECHNOLOGY MASTER SERVICE AGREEMENT
FRANKLIN COUNTY SANITARY ENGINEERING**

WHEREAS, in accordance with Ohio Revised Code Section 307.84, the Franklin County Automatic Data Processing Board may authorize, in writing, any County office to purchase, lease, operate, or contract for the use of any automatic or electronic data processing or record-keeping equipment, software, or service; and,

WHEREAS, Franklin County Data Center submits this Technology Master Service Agreement (MSA) to the Automatic Data Processing Board for approval; and,

WHEREAS, the Data Center Chief Information Officer recommends approval of this MSA.

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board approves this MSA and authorizes the Data Center CIO to sign all associated documents.

Information Technology

2022 Master Service Agreement



Between the:
Franklin County Data Center
and
Franklin County Sanitary Engineering

1.0 Master Service Agreement Overview

This is a Master Service Agreement (MSA) between the Franklin County Data Center (FCDC) and the Franklin County Sanitary Engineering (SENG). The purpose of this MSA is to identify the basic services and any agreed-upon specialized services to be provided by FCDC regarding information technology for SENG.

This MSA is in effect as of the date on which the Automatic Data Processing Board approves and signs the associated resolution and will remain in effect indefinitely. Either party can initiate modifications, changes, or termination of this agreement at any time.

2.0 Contact Information and Authorizations

2.1 Franklin County Data Center

Business Services

Enterprise Business Relationship Manager, Sheila Latham:

(614) 525-6149

373 S. High Street, 9th Floor

Columbus, Ohio 43215

E-mail: sheila.latham@franklincountyohio.gov

Team E-mail: fcdcbusinessservices@franklincountyohio.gov

Enterprise Business Relationship Manager, Melissa Peoples:

(614) 525-5691

373 S. High Street, 9th Floor

Columbus, Ohio 43215

E-mail: melissa.peoples@franklincountyohio.gov

Team E-mail: fcdcbusinessservices@franklincountyohio.gov

Enterprise Business Services Manager, Kara Cruikshank:

(614) 525-4728

373 S. High Street, 9th Floor

Columbus, Ohio 43215

E-mail: kara.cruikshank@franklincountyohio.gov

Team E-mail: fcdcbusinessservices@franklincountyohio.gov

Financial Services

Director, Enterprise Financial Services, Michelle Halsell:

(614) 525-7392

373 S. High Street, 9th Floor

Columbus, Ohio 43215

E-mail: mdhalsel@franklincountyohio.gov

Team E-mail: fcdcfinancialservices@franklincountyohio.gov

Help Desk

Enterprise Support Manager, Rob Linton:

(614) 525-DATA (3282)

373 S. High Street, 8th Floor

Columbus, Ohio 43215

E-mail: robert.linton@franklincountyohio.gov

Team E-mail: helpdesk@franklincountyohio.gov

Service Management Portal: helpdesk.frankincountyohio.gov

2.2 Franklin County Sanitary Engineering

General Information

280 E. Broad Street, 2nd Floor

Columbus, Ohio 43215

(614) 525-3940

Director, Stephen Renner

sarenner@franklincountyohio.gov

(614) 525-5850

Finance Administrator, Katie Harter

katie.harter@franklincountyohio.gov

(614) 525-3636

2.3 Contact Groups

Information Technology Contact (IT Contact): E-mail and Everbridge communications from FCDC will go to the following list of people. Communications may include information on scheduled maintenance, outage alerts, general information, etc. IT contacts will always have the Partner Agency lead (elected official, chief of staff, director, etc.).

Service Management (Service): Individuals are granted entitlements to view Service Management ticket details. <https://helpdesk.franklincountyohio.gov>

Procurement Requestors (Procurement): Individuals who are authorized to submit procurement requests via the FCDC Procurement system: <https://link.franklincountyohio.gov>

Security Access Authorization Contact (Security): Individuals who are authorized to make user management requests via the FCDC Security Form: <https://securityrequest.co.franklin.oh.us>

Billing Management (Invoices): Individuals who are authorized to discuss invoices and make decisions for monthly IT resources and any hardware purchases

Website Coordinators (Website): Individuals authorized to make requests to FCDC regarding website content.

Name	E-Mail	IT Contact	Service	Procurement	Security	Billing	Website
Stephen Renner	sarenner@franklincountyohio.gov	X	X	X	X	X	X
Katie Harter	katie.harter@franklincountyohio.gov	X	X	X	X	X	X
Steve Pearson	steve.pearson@franklincountyohio.gov					X	

Note: IT Contacts may work with their BRM to modify the individuals on any list at any point.

3.0 Core Services

Key:

Partner = Partner utilizes this service and provides primary support

FCDC = FCDC provides primary support

Shared = Combination support between the Partner and FCDC

N/A = Does not currently utilize the service from FCDC

Vendor = Vendor provides service

Application Development and Enterprise Tools	Support	Notes
Graphic Design	Shared	Supported by the FCDC Enterprise Application Development team as needed.
Mobile Application Development	N/A	
Web Development and Content Management	Shared	Kentico is the web content management tool administered by the FCDC Enterprise Application Development team: https://cleanwater.franklincountyohio.gov/

Data Analytics	Support	Notes
Data / Process Analysis	N/A	
Reporting (Interactive/Operational)	N/A	

Engineering Services (IT for IT Departments)	Support	Notes
Partner Agency IT Staff access to support IT Services	N/A	

Enterprise Offerings	Support	Notes
Adobe Licensing	Partner	
DocuSign	N/A	
Everbridge	Partner	
Geographic Information Systems (GIS)	Partner	The Franklin County Auditor's Office is responsible for the application.
Intellivue Document Imaging Solution	N/A	
Microsoft 365	FCDC	Supported by the FCDC Enterprise Infrastructure team.
AvePoint	N/A	
Dynamics	N/A	
SharePoint	N/A	
MUNIS	Shared	The Franklin County Auditor's Office is responsible for the application. FCDC collects MUNIS charges from SENG at the direction of the Board of Commissioners' OMB Office.
OnBase Information Platform	N/A	
Zoom	N/A	

Enterprise Support	Support	Notes
Centralized Help Desk and Call Center	FCDC	
Hardware Salvage	FCDC	
Remote and On-Site Support	FCDC	
User Device Management and Imaging	FCDC	

iSeries Administration and Development	Support	Notes
iSeries Application Development and Support	N/A	
iSeries Infrastructure Support	N/A	

Enterprise Infrastructure	Support	Notes
Data Backup Solutions	FCDC	
Data Storage	FCDC	
Hi-Availability (HA) Environment	N/A	
Server Virtualization and Hosting	FCDC	FCDC hosts (3) virtual machines.
SQL Database	N/A	

Leadership and Strategy	Support	Notes
Disaster Recovery and Continuity Planning	Partner	
PFM and IT Coordination	Partner	
Strategic Technology Planning	N/A	
vCIO (Virtual CIO)	N/A	

Enterprise Network	Support	Notes
Communications & Collaboration	FCDC	Network cabling needs and Mitel phone system.
Internet, Firewall, and VPN Services	FCDC	
Wide Area Network (WAN) Connectivity	FCDC	
Wired Network Connectivity	FCDC	
Wireless (Wi-Fi) Network Connectivity	FCDC	SENG uses AT&T for wireless connection.

Procurement and Legal Contracts	Support	Notes
Assistance with Legal Contracts and RFPs	N/A	
IT Budget Planning	N/A	
IT Procurement Assistance	Shared	LINK: FCDC's Procurement tracking system.
Vendor and Licensing Management	Partner	

Security	Support	Notes
Anti-Virus	FCDC	
Assistance with Security Audits	FCDC	
Cyber Security Insurance Policy Compliance	FCDC	The Franklin County Cyber security insurance policy is applicable to the items that are hosted/maintained within the Franklin County Network.
Multifactor Authentication (MFA) and Single Sign-On (SSO)	FCDC	For applicable FCDC applications.
Security Incident Support	FCDC	
Security Training and Consultation	FCDC	KnowBe4Training
Web Filtering	FCDC	

4.0 Special Support Services

4.1 Badge Meter: Flow measurement, water quality and control product.

FCDC Responsibility:

- Maintains servers according to FCDC standards regarding OS and security patches.
- FCDC can assist with troubleshooting needs with SENG and the third-party vendor as needed.

SENG Responsibility:

- SENG is the primary user of the software and is considered the application owner. SENG is responsible for understanding expected performance and functionality.
- SENG will contact their third-party vendor Civica CMI for support when needed. This support includes maintenance agreements, problem troubleshooting of any system problems, and support calls to the vendor.

Vendor Responsibility: CivicaCMI

- Application support and maintenance.

4.2 Water Meter: Water use data analytics.

FCDC Responsibility:

- Maintains servers according to FCDC standards regarding OS and security patches.
- FCDC can assist with troubleshooting needs with SENG and the third-party vendor as needed.

SENG Responsibility:

- SENG is the primary user of the software and is considered the application owner. SENG is responsible for understanding expected performance and functionality.
- SENG will contact their third-party vendor Metron-Farmier, INC for support when needed. This support includes maintenance agreements, problem troubleshooting of any system problems, and support calls to the vendor.

Vendor Responsibility: Metron-Farmier, Inc

- Application support and maintenance.

5.0 Budgeting and Service Charges

5.1 IT Budgets

FCDC works annually on behalf of the Franklin County Office of Management & Budget (OMB) to review and recommend Partner Agency IT Budgets. OMB requires Partner Agencies to use the Budget Formulation and Management (BFM) application to submit budgeting requests. OMB provides the primary support for BFM.

When reviewing IT budgets, FCDC looks for fiscal/support opportunities through shared or enterprise efforts, elimination of duplicate technologies, prospects for standardization, security risks, etc. FCDC expects Partner Agencies to provide detailed information (business need and justification) regarding their budget request. Detailed information assists in the review process. FCDC may still reach out to the partners to obtain more information to make recommendations to OMB. FCDC can assist Partner Agencies with IT Budget planning. Allowing FCDC to assist can produce benefits, such as efficient budget review by FCDC, backup support to OMB for IT budget requests, and a higher probability for IT plan approval by OMB.

Typical Annual Budget Schedule:

- **February – April:** Identify potential IT Plans and engage with FCDC and vendors to define the request and obtain cost information.
- **May:** Prepare Budget documentation
- **June:** Submit IT Budget Plan for FCDC Approval through BFM
- **July – October:** OMB review and budget hearings are scheduled
- **December:** OMB Budget Approval & Submission of Recurring Costs Budget to FCDC for a January Data Board approval

5.2 FCDC IT Procurement Policy

The Data Center provides procurement governance for technology items on behalf of the Automatic Data Processing Board. Partner Agencies are required to submit all IT procurements to FCDC for a technical review, security review, and fiscal review to obtain approval for purchase. The FCDC Technology Procurement and Implementation Policy outlines the details of this process and what is included. If you need a copy of the policy or have questions, please discuss them with a Business Relationship Manager.

5.3 Chargeback allocations

5.3.1 Rates: FCDC rates are calculated annually by utilizing a third-party accounting firm (DMG-MAXIMUS, Inc.) specializing in federal, state, and county rate studies. A current year rate sheet will be shared with the Partner Agency on or before the 15th of January.

5.3.2 Billing: FCDC bills on behalf of the Commissioners and at the direction of OMB. FCDC uses internal tracking tools to establish resource usage and FCDC staff labor every month. All services provided by FCDC for SENG will be invoiced monthly (on or about the 15th of each month).

Full payment will be due no later than 30 days after receipt of invoices. SENG will pay 100% of costs to FCDC from their existing budget, then SENG may apply for federal reimbursement at the current rate.

Payments shall be by check or warrant, made payable to:

FRANKLIN COUNTY DATA CENTER

373 S. High Street, 9th Floor
Columbus, Ohio 43215-4599

Invoices will be sent to:

ATTENTION: Steve Pearson

Franklin County Sanitary Engineering

280 E. Broad Street, 2nd Floor
Columbus, Ohio 43215

5.3.3 Billing questions or disputes can be directed as follows:

#	Who	Phone	E-mail
1	Financial Services	N/A	fcdcfinancialservices@franklincountyohio.gov
2	Director, Enterprise Financial Services, Michelle Halsell	(614) 525-7392	mdhalsel@franklincountyohio.gov
3	Enterprise Business Relationship Manager, Sheila Latham	(614) 525-6149	sheila.latham@franklincountyohio.gov
4	Enterprise Business Relationship Manager, Melissa Peoples	(614) 525-5691	melissa.peoples@franklincountyohio.gov
5	Enterprise Business Services Manager, Kara Cruikshank	(614) 525-4728	kara.cruikshank@franklincountyohio.gov
6	Chief Financial Officer, Julie Lust	(614) 525-5826	jalust@franklincountyohio.gov
7	Chief Information Officer, Adam Frumkin	(614) 525-3006	adam.frumkin@franklincountyohio.gov

6.0 Terms and Conditions

6.1 Normal Business Hours

FCDC defines normal business hours as Monday through Friday, between 8:00 AM EST and 5:00 PM EST. This excludes holidays, a county government shutdown, and weekends.

6.2 After hours and Emergencies

FCDC has staff on-call 24x7 and can be reached by the Help Desk phone number: (614) 525-3282. The on-call staff member will assess the issues and handle them based on their criticality and needs.

6.3 Requests

FCDC strives to be a good partner and provide exceptional service, and there are several entry points to access FCDC services. See below:

Incidents:

E-mail: helpdesk@franklincountyohio.gov

Phone: (614) 525-3282 (DATA)

Service Desk Portal: <https://helpdesk.franklincountyohio.gov>

General requests and questions:

E-mail: helpdesk@franklincountyohio.gov

Phone: (614) 525-3282 (DATA)

Service Desk Portal: <https://helpdesk.franklincountyohio.gov>

Procurement System: <https://link.franklincountyohio.gov>

Note: The Data Center provides procurement governance for technology items on behalf of the Automatic Data Processing Board. Partners Agencies are required to submit all IT procurements to FCDC for a Technical Review, Security Review, and Fiscal Review to obtain approval for purchase. Please see FCDC's Technology Procurement and Implementation Policy or discuss it with a Business Relationship Manager for more information.

Projects and other work:

Enterprise Business Relationship Manager, Sheila Latham

E-mail: sheila.latham@franklincountyohio.gov

Phone: (614) 525-6149

Enterprise Business Relationship Manager, Melissa Peoples

E-mail: melissa.peoples@franklincountyohio.gov

Phone: (614) 525-5691

6.4 Escalation/Expedition pathway

If a partner is not receiving service in a timely or proper manner, Partners may use the following escalation path until a resolution is achieved:

Incidents and General Requests:

#	Who	Phone	E-mail
1	Help Desk	(614) 525-3282	helpdesk@franklincountyohio.gov
2	Enterprise Support Manager, Robert Linton	(614) 525-5694	robert.linton@franklincountyohio.gov
3	Enterprise Business Relationship Manager, Sheila Latham	(614) 525-6149	sheila.latham@franklincountyohio.gov
4	Enterprise Business Relationship Manager, Melissa Peoples	(614) 525-5691	melissa.peoples@franklincountyohio.gov
5	Enterprise Business Services Manager, Kara Cruikshank	(614) 525-4728	kara.cruikshank@franklincountyohio.gov
6	Chief Information Officer, Adam Frumkin	(614) 525-3006	adam.frumkin@franklincountyohio.gov

Procurement:

#	Who	Phone	E-mail
1	Financial Services	N/A	fcdcfinancialservices@franklincountyohio.gov
2	Director, Enterprise Financial Services, Michelle Halsell	(614) 525-7392	mdhalsel@franklincountyohio.gov
3	Enterprise Business Relationship Manager, Sheila Latham	(614) 525-6149	sheila.latham@franklincountyohio.gov
4	Enterprise Business Relationship Manager, Melissa Peoples	(614) 525-5691	melissa.peoples@franklincountyohio.gov
5	Enterprise Business Services Manager, Kara Cruikshank	(614) 525-4728	kara.cruikshank@franklincountyohio.gov
6	Chief Financial Officer, Julie Lust	(614) 525-5826	jalust@franklincountyohio.gov
7	Chief Information Officer, Adam Frumkin	(614) 525-3006	adam.frumkin@franklincountyohio.gov

Approved Projects and other work:

#	Who	Phone	E-mail
1	Project Lead	N/A	
2	Enterprise Relationship Manager, Sheila Latham	(614) 525-6149	sheila.latham@franklincountyohio.gov
3	Enterprise Relationship Manager, Melissa Peoples	(614) 525-5691	melissa.peoples@franklincountyohio.gov
4	Enterprise Business Services Manager, Kara Cruikshank	(614) 525-4728	kara.cruikshank@franklincountyohio.gov
5	Chief Information Officer, Adam Frumkin	(614) 525-3006	adam.frumkin@franklincountyohio.gov

6.5 Service Prioritization

FCDC follows a Service Prioritization Method by assessing the situation for specific criteria, identifying the corresponding priority, and acting accordingly. The Help Desk prioritizes issues/requests by urgency and impact to ensure appropriate response time. The FCDC prioritization outline is below:

Priority	Criteria	Response
Priority 5 (LOWEST) Standard Service Request	<ul style="list-style-type: none"> There is no negative impact on the business or services. Standard, repeatable requests (e.g., user management) Low effort maintenance or enhancement requests A method for intaking larger requests that may turn into a project but require additional information and understanding 	<ul style="list-style-type: none"> FCDC Staff member will be assigned and contact the requestor as an acknowledgment of the request FCDC will work with the requestor to establish an agreed service delivery schedule or next steps
Priority 4 (LOW) Minimal or No Business Impact	<ul style="list-style-type: none"> Minimal impact to business or service No production or individual end-user is affected The business has an alternative approach until a fix/promotion can be established and/or can be deferred 	<ul style="list-style-type: none"> FCDC Technician will be assigned and will strive to contact the reporting user within a business day of ticket assignment FCDC will attempt to resolve within 40 normal business hours

	until an acceptable maintenance window can be established for resolution	<ul style="list-style-type: none"> FCDC will communicate with the reporting user until resolved
Priority 3 (MEDIUM) Minor Business Impact	<ul style="list-style-type: none"> There is a degradation to a business service but not a work stoppage The service component or procedure is NOT critical to customer business functions The business has an alternative approach until resolved 	<ul style="list-style-type: none"> FCDC Technician will be assigned and will strive to contact the reporting user within four (4) normal business hours of ticket assignment FCDC will attempt to resolve within 24 normal business hours FCDC will communicate with the reporting user until resolved
Priority 2 (HIGH) Major Business Impact	<ul style="list-style-type: none"> A business service component, procedure, or application is unusable, or service degradation is very high The business service is isolated to one (1) Partner Agency Business service delivery is critically impacted The business is unable to use an alternative approach to deliver service A moderate security threat has been identified 	<ul style="list-style-type: none"> FCDC Technician will be assigned and will strive to contact the reporting user within one (1) hour of ticket assignment, during normal business hours If after hours, FCDC technician will be dispatched and will strive to contact the reporting user within two (2) hours FCDC will begin work immediately and continue until resolved FCDC will communicate with the reporting user until resolved
Priority 1 (HIGHEST) Severe Business Impact	<ul style="list-style-type: none"> The entire Franklin County userbase or multiple Partner Agencies are experiencing loss to a production service Foundational infrastructure component and/or a shared application outage (or imminent outage) with a critical impact on business services Will cause a significant negative impact on Franklin County revenue A substantial security threat has been identified 	<ul style="list-style-type: none"> FCDC Technician will be assigned and will strive to contact (any method) the reporting user within 30 minutes of ticket assignment, during normal business hours If after hours, FCDC technician will be dispatched and will strive to contact the reporting user (any method) within one (1) hour FCDC will begin work immediately and continue until resolved FCDC will communicate with the reporting user consistently during normal business hours until resolved If the Partner Agency is impacted by a Priority 1 incident but is not the reporting user, contact the Help Desk or BRM for an update Business Services will issue an E-mail notification to all IT Contacts within one (1) business day

The above classifications are guidelines first to enable FCDC staff to concentrate on the most critical problems. FCDC assignees may also change the priority as part of their evaluation and/or during the evolution of the work. Partner Agencies may also request a higher priority by contacting the Help Desk. Escalations will be evaluated and determined on a case-by-case basis. It is also important to note that if a Partner Agency has specific Business Services needs that require an alternate support model, it should be defined in this document; otherwise, FCDC will apply this model when evaluating submissions.

6.6 Security Audit

As written in the Franklin County FCDC Security Policy, FCDC has the right to audit, monitor, and secure all computing environments connected to the FCDN. This would also include any agency processes related to the security of the FCDN. By gaining access to agencies' computing environments and procedures as needed, the FCDC would ensure customers and stakeholders of a simple, stable, and secure environment. Also, this policy gives the FCDC the ability to identify components that are at risk, in addition to strengthening security and privacy controls. In collaboration with the agency, the FCDC will report to and assist the agency in mitigating any findings. If you need a copy of the policy or have questions, please discuss them with your Business Relationship Manager.

6.7 MSA Infringement

If either party identifies an infringement within the MSA processes, they shall disclose it to the other party as soon as possible. FCDC will then initiate an investigation to determine if updates to the MSA document will be necessary. If an expectation based on this document has not been met, FCDC will work with the Partner to determine a corrective path forward.

6.8 Termination of the MSA

This MSA shall remain in effect until terminated. Either party may terminate this MSA with a 180-day termination notification. Termination notifications from FCDC will go to all members on the IT Contact list. Termination notifications from SENG will go to the FCDC CIO and the Enterprise Business Services Manager.

RESOLUTION NO. 22-045

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SUPPORT ANALYST 3, TEAM LEAD**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

John O'Grady

John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

C. Chris Cupples

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Dustin Kollihorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-045

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SUPPORT ANALYST 3, TEAM LEAD**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **22-045** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-045**.

RESOLUTION NO. 22-045**May 02, 2022**

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Promotion – David Staley

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		David Staley	
PERSONNEL ACTION DATE (BOARD)		May 02, 2022	
DATE HIRED		December 21, 2020	
YEARS WITH DATA CENTER		1 year, 4 months, 11 days	
CURRENT DATA CENTER SECTION		Enterprise IT	
NEW DATA CENTER SECTION		Enterprise IT	
CURRENT JOB POSITION / TITLE		Enterprise Support Analyst 2	
NEW JOB POSITION / TITLE		Enterprise Support Analyst 3, Team Lead	
PAY GRADE		11	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 58,982	\$ 67,829	\$ 76,677	
		BASE RATE	ANNUAL SALARY
Previous		\$ 25.6974	\$ 53,450.54
Increase			\$9,549.46
New		\$30.2885	\$63,000.00
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Dave has been an integral part of the Help Desk immediately after starting in December of 2020. “I feel a sense of relief knowing Dave is here.” was the description I used to tell John and Trevor when I was going through choosing a Team Lead. Timeliness, integrity, dutiful, all these explain who Dave is as a person. He’s been part of the team for a little over a year. He has shown immense responsibility, ownership, customer service skills, and an innate ability to step in and lead. Dave has been a Manager and Team Leader in previous positions before joining FCDC, and we see those tempered skills to lead in every task he takes on. Dave works each day with the intent to find work and fix problems; he does not wait for work to come to him. Dave goes out of his way to make the Help Desk and our processes better. As such, he will be taking on the role of a Team Lead and will continue to provide this level of professionalism to the current and future members of the Help Desk.</p>			
<p align="right">Kassy Franz, Director Human Resources</p>			

RESOLUTION NO. 22-046

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SUPPORT ANALYST 3**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
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Franklin County Commissioner

John O'Grady, Member
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C. Chris Cupples

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Dusten Kohlhorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-046

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SUPPORT ANALYST 3**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **22-046** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-046**.

RESOLUTION NO. 22-046**May 02, 2022**

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Promotion – Joshua Miller

PERSONNEL ACTION FORM			
TRANSACTION TYPE	Promotion		
EMPLOYEE/CANDIDATE NAME:	Joshua Miller		
PERSONNEL ACTION DATE (BOARD)	May 02, 2022		
DATE HIRED	July 03,2018		
YEARS WITH DATA CENTER	3 years, 9 months, 29 days		
CURRENT DATA CENTER SECTION	Enterprise IT		
NEW DATA CENTER SECTION	Enterprise IT		
CURRENT JOB POSITION / TITLE	Enterprise Support Analyst 2		
NEW JOB POSITION / TITLE	Enterprise Support Analyst 3		
PAY GRADE	11		
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 58,982	\$ 67,829	\$ 76,677	
	BASE RATE	ANNUAL SALARY	
Previous	\$ 26.1323	\$ 54,355.08	
Increase		\$10,644.92	
New	\$31.25	\$65,000.00	
MISCELLANEOUS ACTIONS / COMMENTS			
<p>In 2018 when Josh started on the Help Desk, he immediately stood out to the team as a customer service expert who excelled at being reliable, trustworthy, and motivated. Josh applied his efforts to learning multiple applications and becoming a Subject Matter Expert (SME) for many county applications. Josh currently owns the Salvage Process and has made many changes over the years to both streamline it and make the process more accurate and efficient. Josh is also the SME of Kioware, widely used by multiple agencies. The CRNR's office has also identified Josh as the SME of their entire application suite and user base workflow functions. All these accomplishments and more put Josh into a position to be an excellent role model for all current and future Help Desk team members – His manager looks forward to seeing him excel as a professional and a leader.</p>			
Kassy Franz, Director Human Resources			

RESOLUTION NO. 22-047

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 3**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

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Dusten Kohlhorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-047

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 3**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **22-047** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-047**.

RESOLUTION NO. 22-047**May 02, 2022**

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Promotion – Brian Arthmire

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Brian Arthmire	
PERSONNEL ACTION DATE (BOARD)		May 02, 2022	
DATE HIRED		November 07, 2007	
YEARS WITH DATA CENTER		14 years, 5 months, 25 days	
CURRENT DATA CENTER SECTION		Enterprise Applications	
NEW DATA CENTER SECTION		Enterprise Applications	
CURRENT JOB POSITION / TITLE		Enterprise Application Engineer 2	
NEW JOB POSITION / TITLE		Enterprise Software Engineer 3	
PAY GRADE		15	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 80,100	\$ 90,101	\$ 100,500	
		BASE RATE	ANNUAL SALARY
Previous		\$ 42,598.1	\$ 88,604.10
Increase			\$4,430.21
New		\$44,728.0	\$93,034.31
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Brian Arthmire has been a natural technical leader in the Application Development space for many years. He has been an indispensable resource in enhancing and maintaining several systems within the county's architecture, including the County Portal used daily by Franklin County employees. He has never hesitated to "jump in" when needed to help resolve a cross-team technical problem, regularly troubleshooting with Infrastructure and Networking resources. He has also been the go-to resource for support on and around Election Nights at the Board of Elections for years now. In addition, Brian has played a valuable role in developing over forty sites within the Kentico platform, affecting dozens of agencies. With the experience, he's gained and the lead roles he's taken on across multiple platforms, Brian has naturally progressed to the next level of software engineering.</p>			
Kassy Franz, Director Human Resources			

RESOLUTION NO. 22-048

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 1**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

John O'Grady

John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

Daniel O'Connor

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Cheryl Brooks Sullivan

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-048

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 1**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **22-048** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-048**.

RESOLUTION NO. 22-048**May 02, 2022**

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Promotion – Joshua Wood

PERSONNEL ACTION FORM			
TRANSACTION TYPE	Promotion		
EMPLOYEE/CANDIDATE NAME:	Joshua Wood		
PERSONNEL ACTION DATE (BOARD)	May 02, 2022		
DATE HIRED	April 26, 2021		
YEARS WITH DATA CENTER	1 year, 7 days		
CURRENT DATA CENTER SECTION	Enterprise Applications		
NEW DATA CENTER SECTION	Enterprise Applications		
CURRENT JOB POSITION / TITLE	Enterprise Application Analyst 1		
NEW JOB POSITION / TITLE	Enterprise Software Engineer 1		
PAY GRADE	12		
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 62,917	\$ 72,354	\$ 81,792	
	BASE RATE	ANNUAL SALARY	
Previous	\$ 32.7269	\$ 68,071.90	
Increase		\$6,807.19	
New	\$35.9996	\$74,879.09	
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Joshua Wood has been with the Data Center since early last year, and in that time, he has learned to craft the solutions that are the glue between disparate systems. Starting as an entry-level developer, Josh has quickly learned how to help navigate our need to get various services and data sources connected so that he can then deliver legacy processes within modern applications. Additionally, with his previous experience as a college professor, he can easily walk our business customers through new functionality and is a great representative for the Data Center. Working with Kathryn Moon, he has been a large part of the success of both the Fleet Retired Vehicles and Auditor eAlerts projects. Much of this success has happened despite senior developers leaving the team. I have confidence that Josh will continue to be part of our success on the Enterprise Applications team as a Software Engineer.</p>			
Kassy Franz, Director Human Resources			

RESOLUTION NO. 22-049

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 1**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

John O'Grady

John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

C. Chris Cupples

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Dustin Kohlhorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-049

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 1**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **22-049** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-049**.

RESOLUTION NO. 22-049**May 02, 2022**

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Promotion – Kathryn Moon

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Kathryn Moon	
PERSONNEL ACTION DATE (BOARD)		May 02, 2022	
DATE HIRED		April 26, 2021	
YEARS WITH DATA CENTER		1 year, 7 days	
CURRENT DATA CENTER SECTION		Enterprise Applications	
NEW DATA CENTER SECTION		Enterprise Applications	
CURRENT JOB POSITION / TITLE		Enterprise Application Analyst 1	
NEW JOB POSITION / TITLE		Enterprise Software Engineer 1	
PAY GRADE		12	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 62,917	\$ 72,354	\$ 81,792	
		BASE RATE	ANNUAL SALARY
Previous		\$ 32,7269	\$ 68,071.90
Increase			\$6,807.19
New		\$35.9996	\$74,879.09
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Over the last year, Kathryn Moon has progressed from an entry-level developer into a competent junior solution architect. In examining a business problem, she knows the right questions to ask to help arrive at a technical decision on how to develop the resulting application. When implementing solutions, she considers everything from end-user usability, code readability, and security. Certainly, her previous experience in other realms within IT has given her the tools to know to ask these essential questions. She and Joshua Wood worked tenaciously on both the Fleet Retired Vehicles and Auditor eAlerts projects to deliver quality solutions, even in the face of more senior members of the team leaving the Data Center. Kathryn is a team player in coordinating efforts between the Development and Design teams. She is already executing as a mid-level developer and is prepared for the next step as a Software Engineer.</p>			
Kassy Franz, Director Human Resources			

RESOLUTION NO. 22-050

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 1**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

John O'Grady

John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

C. Chris Cupples

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Dusten Kollihorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-050

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SOFTWARE ENGINEER 1**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **22-050** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-050**.

RESOLUTION NO. 22-050**May 02, 2022**

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Promotion – Luke McCormac

PERSONNEL ACTION FORM			
TRANSACTION TYPE	Promotion		
EMPLOYEE/CANDIDATE NAME:	Luke McCormac		
PERSONNEL ACTION DATE (BOARD)	May 02, 2022		
DATE HIRED	January 14, 2020		
YEARS WITH DATA CENTER	2 years, 3 months, 18 days		
CURRENT DATA CENTER SECTION	Enterprise Applications		
NEW DATA CENTER SECTION	Enterprise Applications		
CURRENT JOB POSITION / TITLE	Enterprise Application Analyst 1		
NEW JOB POSITION / TITLE	Enterprise Software Engineer 1		
PAY GRADE	12		
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 62,917	\$ 72,354	\$ 81,792	
	BASE RATE	ANNUAL SALARY	
Previous	\$ 33,3814	\$ 69,433.26	
Increase		\$6,943.33	
New	\$36.7195	\$76,376.59	
MISCELLANEOUS ACTIONS / COMMENTS			
<p>In the nearly two-and-a-half years since he joined us as a Tech Elevator grad, Luke McCormac has become a natural problem solver, often in the face of a changing team and shifting responsibilities. He progressed from being an entry-level developer on the HR Gym Reimbursement project to a key resource on the Clerk Of Courts Auto Title mobile project, becoming the subject matter expert for development on larger mobile form factors such as tablets. Also, on the Auto Title project, as senior staff exited their roles within the Data Center, Luke took on the responsibilities of maintaining and enhancing their code. This has also been true in preparation for the 2022 Election cycle. Luke dove headfirst into picking up on the intricacies of customizing the code written by previous senior developers for the Board of Elections website needed to interface with their election software vendor. Luke has also worked collaboratively with other teams within the Data Center. He is a natural at presenting our work and representing the Application Development team when meeting with business customers from our partner agencies. He has come a long way in a short amount of time and is absolutely ready to take on new challenges as a Software Engineer.</p>			
Kassy Franz, Director Human Resources			

RESOLUTION NO. 22-051

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE UI/UX DESIGNER 2**

Voting Aye thereon

Voting Nay thereon

Michael Stinziano

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
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John O'Grady

John O'Grady, Member
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John O'Grady, Member
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Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
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Dusten Kollikhorst

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White

Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections

David Payne

David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Election

RESOLUTION NO. 22-051

MAY 02, 2022

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE UI/UX DESIGNER 2**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **22-051** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-051**.

RESOLUTION NO. 22-051**May 02, 2022**

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Promotion – Hala Shiblaq

PERSONNEL ACTION FORM			
TRANSACTION TYPE	Promotion		
EMPLOYEE/CANDIDATE NAME:	Hala Shiblaq		
PERSONNEL ACTION DATE (BOARD)	May 02, 2022		
DATE HIRED	January 21, 2020		
YEARS WITH DATA CENTER	2 years, 3 months, 11 days		
CURRENT DATA CENTER SECTION	Enterprise Applications		
NEW DATA CENTER SECTION	Enterprise Applications		
CURRENT JOB POSITION / TITLE	Enterprise Application Analyst 1		
NEW JOB POSITION / TITLE	Enterprise UI/UX Designer 2		
PAY GRADE	11		
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 58,982	\$ 67,829	\$ 76,677	
	BASE RATE	ANNUAL SALARY	
Previous	\$ 33,3814	\$ 69,433.26	
Increase		\$3,471.66	
New	\$35.0504	\$72,904.92	
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Hala Shiblaq has been with the Data Center for slightly over two years and has definitely shown her ability to be a true “jack of all trades” within the IT space. When she first started, she was a developer on the HR Gym Reimbursement project. Still, as resource constraints shifted, she quickly was able to transition to the massive effort to redesign the Franklin County Municipal Court suite of websites. She has also been a key designer on countless website efforts from multiple agencies, including high-profile efforts such as State Of The County, Rise, and CASA of Franklin County. She is a talented designer, but she also spearheaded our current efforts to make the County’s websites ADA-compliant so that constituents with special needs may still access them. Her contribution in this area is immeasurable. In addition, she has been a valuable advocate for our team when presenting our work to partner agencies. Though she will always have a cross-collaborative role on the Application Development team, she is ready for the next level in her career as a UI/UX Designer.</p>			
<p align="right">Kassy Franz, Director Human Resources</p>			

Franklin County Data Center Financial Update as of April 25, 2022

2022 Revenue	Original Appropriation	Revised Budget	YTD Collected		Delta	Percent Collected	Budget Outstanding
Service Fees & Charges	3,818,611		1,128,169		2,690,442	30%	70%

2022 Expenses	Original Appropriation	Revised Budget	YTD Expended	YTD Encumbrances	Available Budget	Percent Expended & Encumbered	Percent Available
Salaries and Wages	6,044,028	6,320,667	1,976,624	-	4,344,043	31%	69%
Benefits and Taxes	2,399,956	2,445,191	834,695	-	1,610,496	34%	66%
Materials and Services	10,637,222		1,282,690	2,579,871	6,774,661	36%	64%
Capital Investment	-	-	-	-	-		
Total	19,081,206	19,403,080	4,094,009	2,579,871	12,729,200	34%	66%

Franklin County Data Center Project Procurement Update as of April 25, 2022

Resolution Number	Resolution Date	Resolution Amount	Expended Amount	Remaining / Savings	Status	Description
21-102	12/6/2021	10,440,222	932,178	9,508,044	Ongoing	Data Center 2022 baseline budget routine and ongoing expenses
22-003	1/10/2022	208,130	-	208,130	Procurement	OnBase Content Management System upgrade
22-011	2/7/2022	540,000	350,512	189,488	Ongoing	Endpoint devices for countywide deployment
22-012	2/7/2022	180,000	-	180,000	Procurement	Network Switches
22-029	4/4/2022	279,459	-	279,459	Procurement	Intellivue CMS upgrade